



# **Detroit Water and Sewerage Department Meeting Minutes - Final Board of Water Commissioners**

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Friday, September 6, 2019

2:00 PM

5th Floor Board Room, Water Board Building

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## **BOWC Special Meeting No. 7**

### **1. CALL TO ORDER**

Chairman Einheuser called the meeting to order at 2:02 p.m.

### **2. ROLL CALL**

**Present:** 6 - Commissioner Linda Forte, Commissioner Michael Einheuser, Commissioner Mary Blackmon, Commissioner Jane Garcia, Commissioner John Henry Davis and Commissioner Jonathan Kinloch

**Absent:** 1 - Commissioner Lane Coleman

### **3. APPROVAL OF AGENDA**

Chairman Einheuser requested approval of agenda.

**A motion was made by Commissioner Jonathan Kinloch, seconded by Commissioner Mary Blackmon that the agenda be approved. The motion carried unanimously.**

### **4. APPROVAL OF MINUTES**

Chairman Einheuser requested approval of the minutes of July 12, 2019 Special Meeting No. 6.

**A motion was made by Commissioner Jonathan Kinloch, seconded by Commissioner Mary Blackmon that the minutes be approved. The motion carried unanimously.**

### **5. PUBLIC COMMENTS (3 minutes per speaker)**

1. Bonnie Whittaker asked why there is a long wait time to speak with a customer representative; why the water bill is due on a holiday; and if a payment plan agreement (PPA) can correspond around a customer's monthly income.

2. Beulah Walker with Hydrate Detroit said she was told the BOWC 2:00 p.m. meeting was not open to the public. She also came to seek assistance for Tonya Everett and was informed that Hydrate Detroit was to refer their clients to Wayne Metro for assistance.

3. Stephanie Washington said that a lot of resources are not readily visible to the neighborhoods. It would be helpful to navigate through the district police precincts, block clubs, and other organizations to provide information on the available services

offered by the city.

There were none.

6. ITEMS FROM THE COMMISSIONERS

There were none.

7. UNFINISHED BUSINESS

There was none.

8. NEW BUSINESS

A. [19-00266](#) Bakery Tilly Overview of Policies

Sponsors: Pospiech

Attachments: [DWSD - BOWC Update September 2019](#)

This Communication or Report was received and filed.

B. [19-00262](#) The Board of Water Commissioners for the City of Detroit Water and Sewerage Department approves the following Customer Service policy: **Payment Plan Agreement**, and authorizes the Director to take such action as may be necessary to effectuate the policy.

Sponsors: Pospiech

Attachments: [PPA Policy](#)

A motion was made by Commissioner Linda Forte, seconded by Commissioner Mary Blackmon that this Policy be approved. The motion carried by a unanimous vote.

C. 19-00263 The Board of Water Commissioners for the City of Detroit Water and Sewerage Department approves the following Fleet Management policies: **1) Vehicle Use, 2) Fuel System Use** and authorizes the Director to take such action as may be necessary to effectuate the policies.

Sponsors: Pospiech

Attachments: Fuel System Use Policy

Fuel System Use policy has been deferred.

A motion was made by Commissioner Linda Forte, seconded by Commissioner Jane Garcia that the Vehicle Use Policy be approved. The motion carried by a unanimous vote.

D. 19-00264 The Board of Water Commissioners for the City of Detroit Water and Sewerage Department approves the following Human Resource policies: **1) Employee Dress**

**Code, 2) Complaint Resolution Process, 3) Personal Leave Absence, 4) Tuition Assistance** and authorizes the Director to take such action as may be necessary to effectuate the policies.

**Sponsors:** Pospiech

**Attachments:** Personal Leave of Absence Policy

Personal Leave of Absence Policy has been tabled.

**A motion was made by Commissioner Jonathan Kinloch, seconded by Commissioner Linda Forte that the Employee Dress Code, Complaint Resolution Process, and Tuition Assistance Policies be approved. The motion carried by a unanimous vote.**

- E. [19-00265](#) The Board of Water Commissioners for the City of Detroit Water and Sewerage Department approves the following Finance Policies: **1) Travel and Training Expense Reimbursement, 2) Investment Management** and authorizes the Director to take such action as may be necessary to effectuate the policies.

**Sponsors:** Naughton

**Attachments:** [Travel and Training Expense Policy](#)  
[Investment Management Policy](#)

**A motion was made by Commissioner Linda Forte, seconded by Commissioner Mary Blackmon that this Policy be approved. The motion carried by a unanimous vote.**

9. **DIRECTOR'S COMMENTS**

There were none.

10. **COMMENTS BY COMMISSIONERS**

Commissioner Forte suggested outreach to the senior community for ideas on how the department can be of better service.

11. **COMMENTS BY THE CHAIR**

There were none.

12. **OTHER MATTERS**

There were none.

13. **CLOSED SESSION**

Entered into closed session at 3:22 p.m.

- A. [19-00253](#) The Board of Water Commissioners vote to **approve a meeting to consider a**

periodic personnel evaluation in closed session pursuant to Section 8(a) of the Michigan Open Meetings Act and upon request of the public officer/employee.

**Sponsors:** Pospiech

A motion was made by Commissioner Blackmon, seconded by Commissioner Garcia that this Request, Closed Session be approved. The motion carried by the following vote:

**Aye:** 6 - Commissioner Forte, Commissioner Einheuser, Commissioner Blackmon, Commissioner Garcia, Commissioner Davis and Commissioner Kinloch

#### **RETURN FROM CLOSED SESSION**

Returned from closed session at 4:11 p.m.

A motion was made by Commissioner Mary Blackmon, seconded by Commissioner Jane Garcia to return from closed session be approved. The motion carried by a unanimous vote.

#### **14. ADJOURNMENT**

Chairman Einheuser requested a motion to adjourn.

A motion was made by Commissioner Mary Blackmon, seconded by Commissioner Linda Forte that this meeting be adjourned. The motion carried unanimously.

There being no further business, the meeting adjourned at 4:12 p.m.